

**RESOURCES AND SERVICES OVERVIEW AND SCRUTINY COMMITTEE**  
**FOR ENQUIRIES TO BE UNDERTAKEN IN 2024/25**

Item	Date of Enquiry	Relevant Corporate Plan Theme/Annual Cabinet Priority	Information to be provided in advance	Those to be invited to attend	Articulated value of undertaking the review
<p>To consider the circumstances that led to the unauthorised expenditure being incurred in respect of the reconfiguration of Spendells House, Naze Park Road, Walton on the Naze, to provide temporary housing.</p> <p>The enquiry shall receive an update on the Spendells project, the outcomes of the investigations into the unauthorised expenditure and the learning (and application of that learning) to other major projects and programmes.</p>	<p>At the Committee on 22 July 2024</p>	<p>Financial sustainability and openness</p> <p>Pride in our area and services to residents</p>	<p>The report Cabinet on 24 May 2024 (constituting a report under S5A of the Local Government and Housing Act 1989)</p> <p>Statement from the Portfolio Holder for Housing and Planning of the oversight that was in place for this project and the expenditure on it.</p> <p>The Council's rules and concerning incurring expenditure and the corporate approach to project management.</p> <p>What is the respective roles of Audit and Overview and Scrutiny in this area.</p> <p>Our rules and procedures</p>	<p>Portfolio Holder for Housing and Planning</p> <p>Chief Executive</p> <p>Corporate Director, Operations &amp; Delivery</p> <p>Assistant Director, Finance &amp; IT</p> <p>Assistant Director, Governance</p>	<p>To review the circumstances that led to the unauthorised expenditure and the appropriateness of arrangements in the Council to avoid/prevent such situations occurring. The review will enable the Committee to determine recommendations on these matters, and more widely, the performance monitoring arrangements that should be put in place to prevent repetition. The enquiry will further enable the Council to reassess the whole business</p>

			<p>surrounding project development.</p> <p>Linear path explanation of events, dates and costs of the overspend</p> <p>What is the assessed impact this will have on the Council going forward, both reputationally and financially.</p>		<p>case for temporary accommodation.</p>
Portfolio Holder Update	22 July 2024	<input type="checkbox"/> Championing our local environment <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Financial sustainability and openness	To update the Committee on work in relation to his role as Portfolio Holder.	Councillor Mike Bush – Portfolio Holder for Environment	To enable the Committee to be aware of the significant areas of the responsibility with in the Portfolio and the areas the Portfolio Holder is addressing currently
Post delivery scrutiny of the Sunspot commercial workspace in Brooklands, Jaywick	Off agenda briefing note by the end of September 2024	<input type="checkbox"/> Financial sustainability and openness	Management arrangements for the commercial workspace.	Portfolio Holder for Economic Growth,	To provide the Committee with information on the development since

			<p>Details of the lettings of the business units, shops and café and the use of the covered market area and event hall (including lease terms) from the opening of the development.</p> <p>Details as to how the operation of the workspace supports enhances, compliments activities at the Jaywick Resources Centre.</p>	<p>Regeneration and Tourism</p> <p>Corporate Director, Place and Economy</p>	<p>it opened and identify matters for further enquiry, would be beneficial.</p>
Portfolio Holder Update	At Committee on 3 September 2024	<input type="checkbox"/> Championing our local environment <input type="checkbox"/> Pride in our area and services to residents <input type="checkbox"/> Working with Partners to improve quality of life <input type="checkbox"/> Financial sustainability and openness	To update the Committee on work in relation to his role as Portfolio Holder.	Councillor Peter Kotz – Portfolio Holder for Assets	To enable the Committee to be aware of the significant areas of the responsibility with in the Portfolio and the areas the Portfolio Holder is addressing currently

<p>To examine the Asset management arrangements of the Council and consider the extent to which asset acquisition and disposal is strongly linked to the ambitions of the corporate plan.</p> <p>The enquiry will look at land assets and their use/value to the Council and community properties, investment in them and the use to which they are put, IT Assets and Beach Hut (bases).</p> <p>[This mater will not look at Human Resources or matters in the Housing Revenue Account].</p>	<p>Through A Task and Finish Group</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Championing our local environment</li> <li><input type="checkbox"/> Pride in our area and services to residents</li> <li><input type="checkbox"/> Working with Partners to improve quality of life</li> <li><input type="checkbox"/> Raising aspirations and creating opportunities</li> <li><input type="checkbox"/> Promoting our heritage offer, attracting visitors and encouraging them to stay longer</li> <li><input type="checkbox"/> Financial sustainability and openness</li> </ul>	<p>A complete list of TDC assets (specifically property &amp; land) and the ward they are located in.</p> <p>Repairing obligations (for this Council) costings in relation to maintenance for land &amp; property asset.</p> <p>The enquiry will look at unused assets (eg toilet block at the junction of Coppins Road and Old Road, Clacton).</p> <p>IT equipment and software acquisition, maintenance licences, disposal and the opportunity to harness digital solutions and be as efficient in transactional services, as possible across the Council. This should look at contacts (and costs of contact) and use of AI chatbot systems to improve experience and reduce</p>	<p>Portfolio Holder Assets</p> <p>Assistant Director, Building and Public Realm</p> <p>Assistant Director Finance IT</p> <p>Appropriate other Portfolio Holders and Officers</p>	<p>The enable the examination of asset management and utilisation with a view to supporting delivery of the corporate plan 2024 and recommendations to release assets that do not contribute to that plan or otherwise rationalise assets to improve effectiveness and efficiency of those assets.</p>
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			multiple handling enquiries.		
<p><b>Pre-Budget Scrutiny</b></p> <p>Consider long-term forecasts. Challenging assumptions/testing zero base budgeting. Consider repeated overspends/underspends Addressing performance/budget requirements.</p>	<p><b>At Committee on 13 January 2024 [Pre-meeting 6 January 2025]</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Championing our local environment</b></li> <li><input type="checkbox"/> <b>Pride in our area and services to residents</b></li> <li><input type="checkbox"/> <b>Working with Partners to improve quality of life</b></li> <li><input type="checkbox"/> <b>Raising aspirations and creating opportunities</b></li> <li><input type="checkbox"/> <b>Promoting our heritage offer, attracting visitors and encouraging them to stay longer</b></li> <li><input type="checkbox"/> <b>Financial sustainability and openness</b></li> </ul>	<p><b>The 2024/25 Budget and update the end of Q3, draft budget for 2025/26 and the financial strategy plus details of significant overspend and underspend over the last five financial years.</b></p>	<p><b>All Portfolio Holders</b></p> <p><b>All Members of Management Team</b></p>	

<p><b>Housing Strategy Development and Infrastructure and Temporary Accommodation.</b> The enquiry will include a look at how the Council maintain its list of private landlords and if the Council quality check those properties as suitable.</p>	<p><b>Through Task and Finish Group</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Working with Partners to improve quality of life</b></li> <li><input type="checkbox"/> <b>Financial sustainability and openness</b></li> </ul>	<p><b>Policies and Practice documents of the Council in respect of the use of private rented accommodation for those needing housing.</b></p> <p>The average time people are placed in temporary rented housing accommodation. Details of complaints by those people in rental accommodation. Numbers of HRA properties over the last five years including acquisitions and disposals.</p> <p>The current housing strategy and any development draft of a new strategy as well as an assessment as to how the current strategy has been delivered.</p>	<p><b>Portfolio Holder, Housing and Planning.</b></p> <p><b>Assistant Director, Housing and Environment</b></p> <p><b>A representation of private landlords</b></p>	<p><b>To look at possible improvements to temporary accommodation provision and make recommendations there on.</b></p> <p><b>To determine the strategic direction of the Council in respect of Housing and the extent to which this has been delivered.</b></p>
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<p><b>Council Enforcement arrangements including the extent to which enforcement powers are looked at in a silo or corporate way to ensure that (with in the purposes of particular enforcement powers) the Council considers the ability to address non-compliances robustly.</b></p>	<p><b>Through Task and Finish Group.</b></p> <p><b>[This continues the work in 2323/24 where enforcement arrangements around planning, fly tipping and use of mobile CCTV was examined].</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Championing our local environment</b></li> <li><input type="checkbox"/> <b>Pride in our area and services to residents</b></li> <li><input type="checkbox"/> <b>Promoting our heritage offer, attracting visitors and encouraging them to stay longer</b></li> <li><input type="checkbox"/> <b>Financial sustainability and openness</b></li> </ul>	<p><b>The detail to the extent to which the Corporate Enforcement Group has provided the route to ensuring a corporate consideration to utilising a range of enforcement powers to address problem premises. An update on the implementation of recommendations made in 2023/24 around planning, fly tipping and the use of mobile CCTV as part of enforcement.</b></p>	<p><b>Leader of the Council</b></p> <p><b>Corporate Director for Operations and Delivery</b></p> <p><b>Assistant Director, Partnerships</b></p> <p><b>Appropriate Portfolio Holders and Officers</b></p>	<p><b>To identify any possible areas for improved enforcement arrangements and to make recommendations there on.</b></p>
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